Present: Maddox, Sobus, Herman, Dudley, Holloway, Ziskind, Bernhardt, Bohn, Venema, Bowen

Conveyed Absence: Sumner, Marti, Doss

MINUTES APPROVED: Bowen moved that the minutes of the previous meeting be approved as distributed. The motion was seconded and carried.

TREASURER'S REPORT: There is presently a balance of $16,783.02 in the Money Market Fund, and an additional $3145.95 in the checking account. Doss indicated that the computer program and list of accounts will be completed by next Sunday. Maddox indicated that New York City is taking approximately 10% of all funds and placing this into a Minneapolis account. He thought this was a good idea for us to consider. Bowen recommended we wait and see what is actually available and the financial situation after the computer programs are done.

FINANCE COMMITTEE: Bernhardt indicated that the letters sent out to members owing dues was very effective, and very few problem cases remain at this time.

BUSINESS MANAGER: Christ United Methodist has been booked for the Saturday rehearsal on December 1, with coffee and donuts at 9:30 a.m. and the formal rehearsal scheduled from 10:00 a.m. - 5:00 p.m. Don Hemphill of First Congregational needs a check left under his door tonight. First Congregational is ready to sign a contract with us, including a 5% increase. Bowen moved to authorize the signing of a contract with First Congregational. The motion was carried. A letter was received from the IRS indicating that we filed our Form 990 late and there is a penalty of $90 ($10/day) owed. We will pay this. Sabacek talked with George Washington, and found there is not space available for rehearsal in the Music Department. Marvin Center Ballroom is available, but at a cost of $200 per nite. Communication with the D.C. school system was very nice, but to have a Sunday rehearsal would require heat, a janitor, etc. for a cost of approximately $200 per Sunday. On a weekday night, there would be no problem, and we could have a space for approximately $18 per night. We cannot get space at UDC. Maddox recommended we start looking for our own space, perhaps in Lansburgh's.

COMMUNITY LIAISON: Ziskind indicated that Maddox will present Barrett Brick with a plaque when we appear at Bet Mishpachah on Friday, November 16. Ziskind has checked with various airlines concerning prices for our trip to Minneapolis, and a possible package including Seattle. Ziskind reported that we will be invited to sing at the celebration of Martin Luther King's Birthday, scheduled for Tuesday evening, January 15, 1985. Also, the International Gay Jewish Association will be asking us to sing at their meeting on June 6, 1984. He further reported that Orville Bell has had discussions with John Goldsmith concerning possible Chorus involvement on Goldsmith's program, Weekend Edition.

MEMBERSHIP: Rettenmaier indicated that we have a category of Honorary Member. He questioned whether a special category should be included for those supporters such as Bonnell and Peter Griffith. He reported that the Rosters are now out, and that he is distributing copies of the Requirements for Voting Membership to those that do not have it. Rettenmaier reported on the combined Christmas and Concert Party to be held at Marty's after the concert on Saturday, December 15. Marty's can accomodate approximately 250 people with tables removed. There will be cocktails, hors d'ouevres, and snacks, with a cash bar. Ziskind is coordinating the financial arrangements with Freddie Boykin and Marty's. There will be a fee charged for members and guests. Money remaining after expenses are paid will be designated for the Membership Committee to help defray the cost of future events which may not produce this type of revenue. Fred reported that concert tapes are being distributed, and that he has experienced problems with the list of those who prepaid. He recommends that we try to avoid prepayment where possible in the future. He further reported that there is a Pot Luck Dinner planned for approximately 1/2 of the new members with Bruce. The other half will attend another Pot Luck scheduled for either December or January. Maddox thanked Rettenmaier for his report. He requested that next time the Directory is updated, it include a list of the Board Members.

PUBLICATIONS/PR: Shingler is not using IPI Graphics for the flier. The flier is scheduled to go to press on Monday morning, and we will have it by Wednesday afternoon. Maddox indicated that the first Blade add for the Holiday Concert would appear in this Friday's edition. This add will be a quarter page with a ticket order blank. Notice of the concert will appear in the Guide to the Lively Arts on two Sundays. Ziskind inquired whether we have arranged a contract with the Blade . The first ad is being billed at the single ad rate. We will try to negotiate a discount for the remainder of the season.

FUNDRAISING: There will be a Cocktail Party on December 6, 1984 at the home of Paul Plattner and Don Wright for this believed to have the ability to donate a substantial amount to GMCW. The invitations will be mailed to approximately 250, with an anticipated attendance of 50. Nelson Bain will sign the letter. Sobus requested that the Board attend this event. Sobus moved that the Board authorize Sobus to spend up to $500 for necessary expenses in connection with this event. The motion was seconded and carried. There will be direct mail letters to the full mailing list asking for funds in mid-December. Sobus is working with Herb's to arrange for the annual reception. B.J. moved that we purchase the list of names from the Cultural Alliance at a cost of $45. The motion was seconded and carried.

JUNE CONCERT: Sobus reported that there will be a meeting at Herman/Starner's home from 2-4 p.m. on December 2 to act as a creative meeting to get people's ideas on what the June Pops Concert means to them. Dudley reported that we are selling more ads in advance than we have before. So far we have sold twelve pages of ads for December as opposed to 76 for last June.

Dudley indicated that Jeff Vrits's roommate had experience in fundraising, was presently unemployed, and might be able to help the Chorus in soliciting ads for the program. He raised the possibility of asking him to do this for a commission of 10%. Sobus recommended that it would be worth asking this individual to assist, even if we had to give him 15%. Sobus moved to authorize Dudley to discuss with Vrtis's roommate the possibility of his selling ads for us, and to negotiate a commission of as close to 10% as possible, but not to exceed 15%. The motion was seconded and carried.

MUSIC DIRECTOR REPORT: Trinkley discussed some of the selections. A discussion ensued on the possibility of a sing-along at the close of the Holiday Concert. This will be considered.

DECEMBER CONCERT REPORT: Bowen reported that there will be a flier party soon. A check for $200 is needed for the Postal Service. The flier will be mailed by Saturday. He indicated that he has counted the seats at New York Avenue Presbyterian Church and estimates that there will be 650 at $10 and 350 at $8 for each night. The instrumentalists will go over budget by approximately $150. There will be a dress rehearsal on the Thursday evening before the Concert with the harp and bass. These individuals will be unable to attend the rehearsal on the previous Sunday evening. Tickets will be distributed to each Chorus member to sell. Bowen also indicated that the layout of the house, coupled with the two-price structure requires a fairly large number of ushers. Bohn raised the possibility of purchasing silk flowers, to cut down on the long-term expense of buying real flowers for each concert. He estimates that these will cost $375 for a set of red and a set of white. Trinkley indicated that he was very negative on the use of artificial flowers. Bohn urged that this be considered a part of Production, and that he be able to pursue this. Bohn moved that the Board authorize $400 for silk flowers. The motion was seconded and carried.

MARCH CONCERT: A producer for this concert has not yet been appointed.

JUNE CONCERT: Sobus reported that all is proceding well for the June concert, to be held at the Sheraton Ballroom.

MANAGEMENT PLAN: Deferred until the next meeting.

PIANO TUNER: A request was received from Jim Richardson to consider not using Collette Collier exclusively as our piano tuner. Richardson indicated that Robert Lass advertises with us, and is also a piano tuner. Bowen indicated that this was a business decision to advertise, and we should use the person who is most accessible, and who is asked by Production.

SPRING REHEARSAL: The dates on the calendar are unavailable and this will have to be arranged for an earlier date or the week after Easter.

BET MISHPACHAH: Ziskind reported that a paragraph will be put in Hot Flashes on what the service is about. We will be setting up at 6:45, and have rehearsal at 7:00 p.m. We will attending the service which starts at 8:30 and will actual sing at approximately 9:30. We'll be sitting in the back pews during the service. We will be getting the donations given to Bet Mishpachah on that evening when the pass the plate. A Few Good Men will entertain. Potomac Fever will be unable to perform since a number of the members will not be at the Service. The stage will be extended for our performance

TRACKS: Some question arose as to the location of the piano and instruments at the Tracks benefit. The stage will be extended, and the piano will be on the stage.

EAGLE: We have not yet received confirmation from the Eagle about singing at their Anniversary on the Saturday after Thanksgiving.

MANAGEMENT PLAN: Maddox recommends creating a new division called the Executive Production Division. Ziskind moved to establish an Executive Production Division to handle all appearances of the Chorus for the year. Herman raised an objection to singling this one area out of the entire package, since it raises questions as to the interaction of this Division with the Production Manager and other areas of the organizational structure. Maddox indicated that we will place the Management Plan high on the agenda for the next Board meeting. In the meantime, he is appointing Bowen to the position of Executive Production Division pro tem. The management plan will be first on the next Board meeting's agenda.

ADJOURNMENT: The meeting was adjourned at 4:50 p.m.